

STATE DRIVING BUSINESSES LICENSURE BOARD
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 4/13/2012

BOARD MEMBERS PRESENT: Jason Jerome - Chair
David Mason
Michael Ryals
Michael Dillon
Dallas Forester

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, Legal Counsel
Janice Wiedrick, Technical Records Specialist
Carrie Gilstrap, Technical Records Specialist II

OTHERS PRESENT: Mike Caldwell, Idaho Digital Learning Academy
Kristin Ellister, Idaho Digital Learning Academy
Robert Fenn, AAA Idaho Driving
Hugo Jacobsmeyer, AAA Idaho Driving

The meeting was called to order at 12:00 PM MDT by Jason Jerome.

APPROVAL OF MINUTES

A motion was made by Mr. Ryals to approve the minutes of 1/27/2012. Seconded by Mr. Forester, motion carried.

LEGISLATIVE REPORT

Ms. Cory presented the legislative report to the members of the Board. She stated that because there was some concern, the proposed fee increase did not pass in the Legislature.

FINANCIAL REPORT

Ms. Hall presented the financial report to the members of the Board. As of 3/31/2012 the Board had a negative cash balance of (\$17,040.76). Ms. Hall stated the Board is moving in the right direction with a reduction of its expenses.

INVESTIGATIVE REPORT

Ms. Peel presented the investigative report to the members of the Board. There were no cases for Board determination.

OLD BUSINESS

IDAHO DIGITAL LEARNING ACADEMY (IDLA)

Mr. Caldwell and Ms. Ellister answered questions from the Board about the IDLA Program. Information regarding the on-line course and its processes were detailed. Ms. Ellister states it is up to the student to coordinate the behind-the-wheel training, either through public schools or private businesses. The student must have the behind-the-wheel trainer before enrolling in the course. Mr. Mason asked how many students and which area of the state is more concentrated for those who are taking the course? Mr. Caldwell stated he will send this data to Ms. Wiedrick for her to then forward on to the Board. He also stated he could provide a demonstration of the course for the Board to review. No action was taken.

REMINDER POSTCARD FOR CONTINUING EDUCATION (CE) REQUIREMENT

Discussion was held regarding a reminder postcard to licensees about the CE requirement. A motion was made by Mr. Dillon to send a second postcard to all instructors reminding them of the 8 hour continuing education process that starts July 1, 2012 and include the noted changes. Seconded by Mr. Ryals, motion carried.

NEW BUSINESS

LENGTH OF CLASS TIME PER DAY

Discussion was held on the number of classroom hours a day. The behind-the-wheel time is regulated to a set time per Rule 227, but the classroom hours are not limited. Some driving businesses are teaching in the classroom 10 to 12 hours a day. The Board discussed drafting a rule to add a maximum number of hours a day for classroom instruction.

Mr. Ryals moved to table the idea until the next meeting to give time to gather information. Mr. Dillon seconded, motion carried.

EXECUTIVE SESSION

A motion was made by Mr. Ryals that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Mr. Dillon. The

vote was Mr. Forester, aye; Mr. Mason, aye; Mr. Ryals, aye; Mr. Dillon, aye; and Mr. Jerome, aye. Motion carried.

Mr. Dillon moved to come out of executive session. Mr. Mason seconded. The vote was Mr. Forester, aye; Mr. Mason, aye; Mr. Ryals, aye; Mr. Dillon, aye; and Mr. Jerome, aye. Motion carried.

APPLICATIONS

APPROVED

Mr. Ryals moved to approve licensure as a driving instructor to Clint Odom, DBI-331. Mr. Dillon seconded, motion carried.

Mr. Ryals moved to approve the application for the apprentice program for AAA Driving School with Hugo Jacobsmeier as the instructor to teach the apprentices. Mr. Dillon seconded, motion carried.

Mr. Dillon moved to approve the license for MacMillan Driving School, DB-340. Mr. Mason seconded, motion carried.

PENDING

Mr. Dillon moved to table the application for applicant ID 901108603 pending receipt of a detailed scope & sequence and additional information for evaluating instructors. Mr. Mason seconded, motion carried.

CORRESPONDENCE

Discussion was held regarding the Board's laws and rules regarding a change in a business location and if this requires a new application and fee.

A motion was made by Mr. Dillon to draft a revised application form for changing a business location. The completed applications can be reviewed and approved by the Chair. If the Chair has concerns, the application will go before the full Board for review. Seconded by Mr. Mason, motion carried.

NEXT MEETING was scheduled as a conference call on Friday June 29, 2012 at 12:00 PM MDT.

ADJOURNMENT

A motion was made by Mr. Dillon to adjourn the meeting at 2:25 PM. Seconded by Mr. Ryals, motion carried.

Jason Jerome, Chair

David Mason

Michael Ryals

Michael Dillon

Dallas Forester

Tana Cory, Bureau Chief